

**BOARD OF NURSING
MEETING MINUTES
JANUARY 10, 2013**

PRESENT: Kay Coppens, Julie Ellis, Maria Joseph, Julia Nelson, Lillian Nolan, Carol Ott, Jeffrey Miller, Gretchen Lowe

ABSENT: Rachelle Lancaster

STAFF: Dan Williams, Executive Director; Pamela Stach, Legal Counsel; Matthew Niehaus, Bureau Assistant; Sharon Henes, Paralegal; and other Department Staff

CALL TO ORDER

Julia Nelson, Chair, called the meeting to order at 9:30 a.m. A quorum of eight (8) members was present.

ADOPTION OF AGENDA

Amendments to the Agenda

- Item “J” (open session) **ADD** the agenda item titled “J-13) NCSBN Long Term Care Conference”
- Item “M” (closed session) **REMOVE** the agenda item titled “M-11) Andrea Warren, R.N. – Requesting Reinstatement of License”
- Item “N” (closed session) **REMOVE** the agenda item titled “N-5) R.N. Endorsement – Miranda Fredericksen”

MOTION: Kay Coppens moved, seconded by Carol Ott, to adopt the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OF DECEMBER 6, 2012

MOTION: Gretchen Lowe moved, seconded by Jeffrey Miller, to approve the minutes of December 6, 2012 as published. Motion carried unanimously.

ADMINISTRATIVE MATTERS

Election of Officers

NOMINATION: Kay Coppens nominated the 2012 slate of officers to continue in 2013. Nomination carried by unanimous vote.

Dan Williams called for other nominations three (3) times.

The 2012 slate of officers was elected to continue in 2013.

2013 ELECTION RESULTS	
Board Chair	Julia Nelson
Vice Chair	Gretchen Lowe
Secretary	Lillian Nolan

Appointment of Liaisons

MOTION: Kay Coppens moved, seconded by Jeffrey Miller, that the record indicate the delegation of liaisons as discussed below. Motion carried unanimously.

Education & Licensing Committee

APPOINTMENT: Julia Nelson appointed the following Board Members to the Education & Licensing Committee:

Carol Ott (Chair)
 Kay Coppens
 Rachelle Lancaster
 Gretchen Lowe

Practice Committee

APPOINTMENT: Julia Nelson appointed the following Board Members to the Practice Committee:

Julie Ellis (Chair)
 Julia Nelson
 Maria Joseph
 Lillian Nolan
 Jeffrey Miller

Rules & Legislation Committee

APPOINTMENT: Julia Nelson appointed the following Board Members to the Rules & Legislation Committee:

Gretchen Lowe
 Carol Ott
 Rachelle Lancaster

Legislative Liaison(s)

APPOINTMENT: Julia Nelson appointed Rachelle Lancaster, Gretchen Lowe, and Jeffrey Miller as Legislative Liaisons.

Professional Assistance Procedure (PAP) Liaison(s)

APPOINTMENT: Julia Nelson appointed Julia Nelson (with Kay Coppens and Jeffrey Miller as an alternate) as PAP Liaison.

Endorsements/Examinations/Credentialing Liaison(s)

APPOINTMENT: Julia Nelson tabled appointment of an endorsements/examination/credentialing liaison until the next meeting.

Interstate Compact

APPOINTMENT: Julia Nelson appointed Dan Williams as the Board's representative in the Interstate Compact.

Education Review Liaison(s) to the Office of Education and Examinations

APPOINTMENT: Julia Nelson appointed Rachelle Lancaster (with Carol Ott as an alternate) as Liaison to the Office of Education and Examinations.

Practice Question Liaison(s)

APPOINTMENT: Julia Nelson appointed Julia Nelson (with Julie Ellis as an alternate) as Practice Question Liaison.

Board Member Screening Panel Rotation

APPOINTMENT: Julia Nelson appointed the following Board Members to the Screening Panel Rotation for January-June 2013:

Julie Ellis
Maria Joseph
Kay Coppens
Gretchen Lowe

APPOINTMENT: Julia Nelson appointed the following Board Members to the Screening Panel Rotation for July-December 2013:

Carol Ott
Julia Nelson
Jeffrey Miller
Lillian Nolan

MOTION: Julie Ellis moved, seconded by Maria Joseph, that a staff person assist the attorney with screening panel. Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Maria Joseph, to accept the additions proposed by Patara Horn, with discussed alterations, for modifications to monitoring liaison roles. Motion carried unanimously.

MOTION: Gretchen Lowe moved, seconded by Lillian Nolan that the Board delegates authority to the Chair (or order of succession) to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair has the ability to delegate this signature authority for purposes of facilitating the completion of assignments during or between meetings. The Chair delegates the authority to the Executive Director, to sign the name of the Chair (or order of succession) on documents as necessary. Motion carried unanimously.

REPORT OF PRACTICE COMMITTEE

BOARD MOTION: Julie Ellis moved for the adoption of the Committee's recommendations. The Board adopts by unanimous consent.

Discussion and Review of BON Position Papers currently on the DSPS website

Appeal of Academic Decisions

COMMITTEE MOTION: Lillian Nolan moved, seconded by Maria Joseph that the education and licensure committee shall examine and approve the Appeal of Academic Decisions position paper for upload to the website. Motion carried unanimously.

Nurses Practicing at a Level Below Their Licensure

COMMITTEE MOTION: Kay Coppens moved, seconded by Maria Joseph, to pull the nurse practicing at a level below their licensure position paper from the website. The Board will draft a new paper to replace the nurse practicing at a level below their licensure position paper. Motion carried unanimously.

REPORT OF EDUCATION AND LICENSURE COMMITTEE

BOARD MOTION: Carol Ott moved for the adoption of the Committee's recommendations. The Board adopts by unanimous consent.

Discussion and Consideration of UW-Stevens Point Request for Authorization to Admit Students to BSN Completion Program

COMMITTEE MOTION: Gretchen Lowe moved, seconded by Kay Coppens, to approve the UW-Stevens Point request for authorization to admit students to the BSN Completion Program. Motion carried unanimously.

Discussion and Consideration of the Wisconsin Lutheran College BSN Six-Month Post-Graduate Report/NCLEX Pass Rate Improvement Program

COMMITTEE MOTION: Kay Coppens moved, seconded by Gretchen Lowe, to table a decision on approval of the Wisconsin Lutheran College's BSN program and request an updated report. Motion carried unanimously.

Discussion and Consideration of Survey Visit to Bryant and Stratton College

COMMITTEE MOTION: Gretchen Lowe moved, seconded by Kay Coppens, to accept the survey visit report to Bryant and Stratton College. Motion carried unanimously.

DISCUSSION AND CONSIDERATION AS TO BOARD DELEGATION OF ATTENDEES TO THE NCSBN MID-YEAR MEETING, MARCH 11-13, 2013 IN SAN JOSE, CA

MOTION: Gretchen Lowe moved, seconded by Julie Ellis, that the Board delegates Julia Nelson and Jeffrey Miller as the Board's representatives to attend the NCSBN Mid-Year Meeting on March 11-13, 2013 in San Jose, California. Motion carried unanimously.

DISCUSSION AND CONSIDERATION AS TO BOARD DELEGATION OF ATTENDEES TO THE NCSBN LONG TERM CARE CONFERENCE, APRIL 16-17, 2013 IN SAN DIEGO, CA

MOTION: Carol Ott moved, seconded by Kay Coppens, that the Board delegates Lillian Nolan as the Board's representative to attend the NCSBN Long Term Care Conference on April 16-17, 2013 in San Diego, California. Motion carried unanimously.

DISCUSSION AND CONSIDERATION OF SCOPE STATEMENT FOR N7.04 RELATING TO UNPROFESSIONAL CONDUCT

MOTION: Carol Ott moved, seconded by Jeffrey Miller, to approve the Scope for submission to the Governor's Office and publication. Furthermore, the Chair is authorized to approve the Scope after publication. Motion carried unanimously.

CLOSED SESSION

MOTION: Lillian Nolan moved, seconded by Maria Joseph, to convene to closed session pursuant to Wisconsin State statutes 19.85(1)(a)(b)(f) and (g) for the purpose of conducting appearances, reviewing monitoring requests, requests for licensure, deliberate on stipulations, administrative warnings, proposed decisions and orders, consulting with Legal Counsel and Division of Legal

Services and Compliance case status reports. Roll Call Vote: Kay Coppens-yes; Julie Ellis-yes; Gretchen Lowe-yes; Julia Nelson-yes; Lillian Nolan-yes; Jeffrey Miller-yes; Maria Joseph-yes; and Carol Ott-yes. Motion carried unanimously.

The Board convened into Closed Session at 10:37 a.m.

RECONVENE TO OPEN SESSION

MOTION: Kay Coppens moved, seconded by Carol Ott, to reconvene into open session. Motion carried unanimously.

The Board reconvened into Open Session at 3:17 p.m.

VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

MOTION: Julie Ellis moved, seconded by Carol Ott, to affirm all motions made in closed session. Motion carried unanimously.

MONITORING

Thomas Berthold, R.N. – Requesting Reinstatement of Full Licensure

MOTION: Gretchen Lowe moved, seconded by Lillian Nolan, to grant the request of Thomas Berthold, R.N. for reinstatement of full licensure. Motion carried.

*Carol Ott recused herself from voting in the matter of Thomas Berthold, R.H.
Kay Coppens abstained from voting in the matter of Thomas Berthold, R.H.*

Shauna Dettinger, R.N. – Requesting Voluntary Surrender of License

MOTION: Kay Coppens moved, seconded by Maria Joseph, to grant the request of Shauna Dettinger, R.N. for voluntary surrender of her license, 142093-30, as well as her right to renew. Motion carried unanimously.

Barbara A. Ensor, R.N. – Requesting Voluntary Surrender of License

MOTION: Jeffrey Miller moved, seconded by Gretchen Lowe, to grant the request of Barbara A. Ensor, R.N. for voluntary surrender of her license, 161787-30. Motion carried unanimously.

Briana Foley, R.N. – Requesting Voluntary Surrender of License

MOTION: Julie Ellis moved, seconded by Kay Coppens, to grant the request of Briana Foley, R.N. for voluntary surrender of license, 138694-30. Motion carried unanimously.

Derrick Marrone, R.N. – Requesting Reinstatement of License

MOTION: Kay Coppens moved, seconded by Carol Ott, to deny the request of Derrick Marrone, R.N. for reinstatement of full licensure. **Reason for Denial:** The Board does not have proof of sobriety and treatments and has been out of practice for a significant period of time. Motion carried unanimously.

Michael Nowak, R.N. – Requesting Reinstatement of License

MOTION: Gretchen Lowe moved, seconded by Julie Ellis, to grant the request of Michael Nowak, R.N. for reinstatement of full licensure. Motion carried unanimously.

Angel Parkinson, L.P.N. – Requesting Reinstatement of License

MOTION: Julie Ellis moved, seconded by Lillian Nolan, to deny the request of Angel Parkinson, L.P.N. for reinstatement of full licensure. **Reason for Denial:** The fitness report submitted was insufficient and not current. The Board requests that Angel Parkinson submit a current fitness to practice evaluation that addresses the four areas outlined by the NCSBN. Motion carried unanimously.

Shelly Rietmann, L.P.N. – Requesting Reinstatement of License/Removal of Limitations

MOTION: Kay Coppens moved, seconded by Gretchen Lowe, to grant the request of Shelly Rietmann, L.P.N. for reinstatement of full licensure. Motion carried unanimously.

Diane Stegall DuPree, R.N. – Requesting Reinstatement of License

MOTION: Kay Coppens moved, seconded by Carol Ott, to grant the request of Diane Stegall DuPree, R.N. for reinstatement of full licensure. Motion carried unanimously.

Tracey Vetrone-Elendt, L.P.N. – Requesting Termination of Treatment

MOTION: Gretchen Lowe moved, seconded by Julie Ellis, to deny the request of Tracey Vetrone-Elendt, L.P.N. for termination of treatment. **Reason for Denial:** Continues on Suboxone, prognosis is listed as moderate, inadequate written recommendation for termination. Motion carried unanimously.

APPLICATION REVIEW

- MOTION:** Kay Coppens moved, seconded by Gretchen Lowe, to request that credentialing, in cases involving convictions or pending charges for DUIs, ask for additional information from the applicant regarding the circumstances of the DUI and any AODA assessments and/or treatment records. Motion carried unanimously.
- MOTION:** Julie Ellis moved, seconded by Lillian Nolan, that every time an applicant has met all other requirements for licensure by endorsement, but they have not practiced as a nurse in 5 or more years they be recommended by DSPS staff for a refresher course. Motion carried unanimously.
- MOTION:** Gretchen Lowe moved, seconded by Julie Ellis, to table Joy Amundson's application. Motion carried unanimously.
- MOTION:** Julie Ellis moved, seconded by Jeffrey Miller, to deny Erik Costea's application to take the NCLEX. **Reason for Denial:** Prior criminal convictions are substantially related to the practice of nursing. Motion carried unanimously.
- MOTION:** Lillian Nolan moved, seconded by Maria Joseph, to grant Nicole Dohm's application to sit for the NCLEX. Motion carried unanimously.
- MOTION:** Jeffrey Miller moved, seconded by Kay Coppens, to issue an intent to deny with regard to Rosemary Doty's application for R.N. licensure. **Reason for Denial:** The Board intends to deny Rosemary Doty's application unless information is supplied regarding whether she has been terminated from employment in any state for reasons of negligence or incompetence. Motion carried unanimously.
- MOTION:** Kay Coppens moved, seconded by Jeffrey Miller, to request additional information from Angela Frenette regarding AODA assessment and/or treatment ordered as a result of the conviction of the DUI, and details regarding the conviction of theft. Motion carried unanimously.
- MOTION:** Gretchen Lowe moved, seconded by Maria Joseph, to request additional information from James Garski's regarding AODA assessment and/or treatment ordered as a result of the conviction of the 2008 DUI. Motion carried unanimously.
- MOTION:** Gretchen Lowe moved, seconded by Kay Coppens, to grant Kristin Holm's application for R.N. licensure once all requirements are met. Motion carried unanimously.
- MOTION:** Jeffrey Miller moved, seconded by Carol Ott, to deny Nicole Penass' application for L.P.N. licensure. **Reason for Denial:** Application is incomplete. Motion carried unanimously.

MOTION: Julie Ellis moved, seconded by Kay Coppens, to deny Beth Richards' application for R.N. licensure. **Reason for Denial:** Applicant has been out of practice for more than 5 years. Applicant will need to take a nurse refresher course prior to applying again. Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Gretchen Lowe, to deny Lisa Schipp's application for R.N. licensure. **Reason for Denial:** Applicant is under current discipline in Minnesota. Motion carried unanimously.

CASE CLOSINGS

MOTION: Kay Coppens moved, seconded by Carol Ott, to close the case #12 NUR 266 for Insufficient Evidence (IE). Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Carol Ott, to close the case #12 NUR 470 for Insufficient Evidence (IE). Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Carol Ott, to close the case #12 NUR 322 for Prosecutorial Discretion (P7). Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Carol Ott, to close the case #12 NUR 232 (S.N.) for No Jurisdiction. Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Carol Ott, to close the case #12 NUR 232 (S.M.) for Insufficient Evidence (IE). Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Carol Ott, to close the case #12 NUR 410 for Insufficient Evidence (IE). Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Carol Ott, to close the case #12 NUR 485 for Prosecutorial Discretion (P5 with a flag). Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Carol Ott, to close the case #12 NUR 606 for Prosecutorial Discretion (P7). Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Carol Ott, to close the case #12 NUR 466 (T.B.) for No Violation. Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Carol Ott, to close the case #12 NUR 521 for Prosecutorial Discretion (P7). Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Carol Ott, to close the case #12 NUR 389 for Insufficient Evidence (IE). Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Carol Ott, to close the case #12 NUR 267 for Insufficient Evidence (IE). Motion carried unanimously.

ADMINISTRATIVE WARNINGS

MOTION: Julie Ellis moved, seconded by Gretchen Lowe, to issue an administrative warning in the matter of case number 12 NUR 346. Motion carried unanimously.

MOTION: Kay Coppens moved, seconded by Jeffrey Miller, to issue an administrative warning in the matter of case number 12 NUR 398. Motion carried unanimously.

MOTION: Lillian Nolan moved, seconded by Maria Joseph, to issue an administrative warning in the matter of case number 12 NUR 421. Motion carried unanimously.

PROPOSED STIPULATIONS, FINAL DECISIONS AND ORDERS

MOTION: Gretchen Lowe moved, seconded by Jeffrey Miller, to adopt the Findings of Fact, Conclusions of Law, Final Decisions and Orders in the disciplinary proceedings against:

- Pamela J. O'Donnell, R.N. (10 NUR 634)
- Kimberly A. Sheppard, L.P.N. (12 NUR 061)
- Cynthia M. Garcia-Dionysius, R.N. (12 NUR 212)
- Diane M. Marschall, R.N. (12 NUR 297)
- Kristine L. Kennedy, R.N. (12 NUR 422)

Motion carried unanimously.

ADJOURNMENT

MOTION: Gretchen Lowe moved, seconded by Carol Ott, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 3:43 p.m.